Sample Letter to News Media Requesting Support
Radio or TV

Date

[Name]
[Official Title]
[Mailing Address]

Dear Mr. / Ms. [Name of Reporter / Producer / News Director],

According to a report entitled Extent, Nature, and Consequences of Intimate Partner Violence by the Department of Justice, Office of Justice Programs, National Institute of Justice and Centers for Disease Control and Prevention (July 2000), approximately 4.8 million intimate partner rapes and physical assaults are perpetrated against U.S. women annually. Each [year/week/day] [local statistic] of women are victims of domestic violence in [city/county/state].

October is National Domestic Violence Awareness Month. During this month, local organizations join together to promote greater public awareness about domestic violence. This month provides an excellent opportunity for our [City/County/State] to demonstrate its support in ending domestic violence and show support to the numerous victims who are among us. Moreover, it is a wonderful opportunity to educate the public on the seriousness of domestic violence and the prevalence of this epidemic in our lives.

We ask you to consider supporting the community during National Domestic Violence Awareness Month by producing a news segment or series of segments examining the crime of domestic violence. Such important news stories could explore various aspects of domestic violence, such as the types of abuse, the legal ramifications of this crime, the affect domestic violence has on our community, domestic violence homicides in our area, as well as services provided in our area. I would be willing to talk to you about other possible angles. Moreover, we have also prepared public service announcements to promote this month.

Enclosed are materials about my organization, a calendar of events, some fact sheets on domestic violence, and sample public service announcements. [The list of items is optional. The words should reflect what actually goes in the envelope.]

If I can provide you with additional information concerning my organization or National Domestic Violence Awareness Month, please call me at [telephone number]. I will follow-up with your office on this request in the next few days. As always, we appreciate your support of National Domestic Violence Awareness Month and the ending of domestic violence. Thank you for consideration on this special request.

Sincerely,

(Your signature)

Enclosure